

DESIGN REVIEW BOARD - MINUTES
CITY CONFERENCE ROOM 107
January 25, 2007: 4:00 P.M.

1A. Roll Call.

Members present: Hamman, Lynch, Millikin, Nelson

Members absent: Bostater, Perney, Renz

Department staff: Burger

1B. Introduction of Guests.
Phyll Klima

1C. Additions or corrections to the agenda.
None.

1D. Minutes of May 11, 2006.

1E. Minutes of June 22, 2006.

1F. Minutes of July 20, 2006.

1G. Minutes of September 14, 2006.

1H. Minutes of November 9, 2006.

Motion to accept minutes as presented approved (4-0).

2. Old Business:
None.

3. New Business:

3A. Review of 2006 Design Review Board Annual Report

Mr. Burger presented the 2006 Annual Report as contained in the file. He asked if the Board would like to modify, add to or change the Goals for 2007 as they are listed in the report.

Mr. Hamman asked are we to discuss the guidelines that we looked at 2-3 years ago? Is that in the agenda minutes?

Mr. Burger stated that is one goal that we included, to follow up with executive staff and get their comments on the proposed ordinance change. AS you know the City Commission and BID approved the drafted ordinance. On 2nd reading the City Commission tabled the item and asked for additional comments from Downtown business and property owners. I believe one public meeting was held but staff hasn't received comments back from that. There were two items. One was the modification of our design review ordinance. We felt the criteria was very general and didn't specifically apply to all projects; the other was an update to the 1995

design guidelines. We proposed broadening the ordinance in order to establish findings. We were probably too inclusive for the proposed amendment. A task force was formed to look over the proposed amendment, with Gayle Martin, SDI and Donnie Marrs. Our understanding was that they were going to fine tune those changes and return those to this Board. What we haven't seen is any results from those meetings. We're finding it hard as staff to manage any progress on that. An alternate method would be to take the 1995 design guidelines and to broaden those criteria and have the amended guidelines approved by SDI and the City Commission. After their approval and adoption as a formal reference, these guidelines would become binding and the Board could make findings and decisions in cases based upon those. The guidelines could be bolstered and made more specific to the types of properties that we have downtown, their features and characteristics. We as staff think that this would be a goal assist this Board and property owners making improvements Downtown. We will be putting a lot of effort into that if you direct us to. The original design guidelines are used for evaluating the Downtown Storefront Improvement grants. We feel they are useful and are a good starting point.

Mr. Hamman stated thank you, John.

Ms. Lynch asked are there any changes that should be made to the present design guidelines? Are they fairly acceptable?

Mr. Burger stated when we formulated these in 1995 we were a Main Street city. The guidelines tended to correspond with the direction of a historic preservation element. The Downtown is now progressing toward a market driven direction by the PUMA Study which may be slightly different direction. We wouldn't abandon all the criteria of the Main Street philosophy but it might require a more tailored approach. This may be more contemporary and would affect infill businesses. I think we can improve upon and refine what is contained now in the guidelines. We would get your input if we progress with that.

Mr. Hamman asked, John when do you think that you may have those done and ready to present to the committee?

Mr. Burger stated I am the sole staff person that could devote to this work but between 3-6 months would be an anticipated time frame.

4. Election of Officers.

Mr. Burger stated that we do not have sufficient members available today to hold elections. If the current officers are willing to serve until we can hold this at a future meeting we will continue that item.

5. Other Matters.

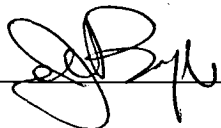
6. The next meeting, if scheduled, will be on February 8, 2007.

Mr. Burger stated that we do not have applications in for the February 8th meeting, so the next meeting, if scheduled, will be on February 22, 2007

7. A motion to adjourn is in order.

Mr. Millikin adjourned the meeting the meeting at 4:30 p.m.

John Burger, Assistant Secretary

A handwritten signature in black ink, appearing to read "John Burger", is written over a horizontal line.

Attest:
